

DDA REGISTRY

82-2330/1

ROUTING AND RECORD SHEET

SUBJECT: (Optional)				FY 1983 Audit Plan for DDA Elements	
FROM: [redacted]		EXTENSION		NO.	
EO/DDA 7D18 HQ		[redacted]		DATE 6 OCT 1982	
TO: (Officer designation, room number, and building)		DATE		OFFICER'S INITIALS	
		RECEIVED		FORWARDED	
1. SSA/DDA 7D18 HQ		5 Oct		[initials]	
2.					
3. EO/DDA		6 OCT 1982		6 OCT 1982 [initials]	
4.					
5. [redacted]		[initials]			
6.					
7. Registry - file					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					

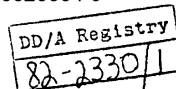
OK by me. I just finished answering the last AAC report.

(E)

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DD/A REGISTRY
FILE: 3

6 OCT 1982

MEMORANDUM FOR: Director of Communications
Director of Data Processing
Director of Finance
Director of Logistics
Director of Medical Services
Director of Training & Education
Special Support Assistant to the DDA

FROM: [Redacted] Executive Officer to the DDA
SUBJECT: FY 1983 Audit Plan for DDA Elements

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Forwarded herewith is an audit schedule for FY 1983 indicating the quarters during which the planned audits will be conducted. We have been advised that prior to the commencement of each audit, members of the audit staff will be in touch with the appropriate responsible officer from your Office to arrange specific dates. Please advise by 12 October 1982 if you have any problem with the quarter designated for your component.

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Attachment

DDA/MS [Redacted] (50Oct82)
Orig - Adses (w/att)
1 - DDA Subject (w/att)
1 - DDA Chrono (w/o att)
1 - DDA/MS Subject (w/att)
1 - DDA/MS Chrono (w/o att)

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FILE: ~~16~~ 3

DD/A REGISTR.
82-2330

21 September 1982

MEMORANDUM FOR: Deputy Director for Administration

VIA: Acting Inspector General *XX*

FROM:
Chief, Audit Staff

25X1

SUBJECT: FY 1983 Audit Plan for DDA Elements

1. Looking ahead to the next fiscal year, we are presently in the process of planning and coordinating our audit activities for each directorate. To this end, I am providing as an attachment the audit plan for DDA elements for your review and concurrence.

2. As you will observe, the plan provides a general indication of when each audit can be expected to begin (by fiscal quarter), how long it is estimated to take to complete (a function of the estimated workload and the number of auditors we have planned to assign to the project), and the date of the most recent previous audit of each element. The differences in frequency of audit reflected by the latter result from variations in priority of the different audits; those priorities are in turn based on consideration of the nature of the activity to be audited, the potential risk inherent in delayed audit, the enhancement of managerial control expected to derive from a given audit, the elapsed time since the previous audit, other claims on audit assets, and similar factors.

3. Throughout the year members of our Information Systems Audit Division will be coordinating on computer applications under development, including LIMS (Logistics Integrated Management System), ACIS (Agency Compensation Information System), FAS (Field Accounting System), ATA (Automated Travel Accountings), Automated Registries and others that may come under development. This coordination is useful to ensure that appropriate internal controls are programmed into systems during the developmental phase.

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4. Prior to commencement of each audit members of my staff will contact the appropriate responsible officer to arrange specific dates and to coordinate audit objectives and scope. This liaison will enable us to perform the necessary audits with the least possible disruption of ongoing activities and to take into account any special circumstances which may exist in a given element.

5. I would be pleased to meet with you to discuss any aspect of the audit plan if you so desire.

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CONCUR:

[Redacted Signature Box]

for Deputy Director for Administration

Attachment:
FY 1983 DDA Audit Plan

Distribution:
Orig. - Signature & Return
1 - DDA

17 October 1982
Date

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** Note that we assume ODP is
not scheduled for an audit
in FY-83*

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